

OFFICE OF TRAINING

NOTICE  
No. 11-68

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27 June 1968

SUBJECT : Appointments to the Office of Training  
Career Service Board

REFERENCE: [REDACTED]

1. Effective 1 July 1968 the following officers are appointed members of the Training (ST) Career Service Board:



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25X1A9a 2. Mr. [REDACTED] Personnel Branch, will serve as Secretary to the Board.

3. In the interest of immediate planning for the rotation and reassignment of ST Careerists in grades GS-12 through GS-14 who are scheduled for return from assignments with other components during the next year, or who will have been in their current assignment with OTR at least three years on 30 June 1969, the Board will meet on a biweekly schedule as determined by the Chairman until such planning has been completed. Subsequently, the Board will meet monthly and will be responsible for:

a. The competitive evaluation and ranking for promotion of officers of the ST Career Service in grades GS-11 through GS-14. This normally will be accomplished during the month

of January for personnel in grade GS-11, in April for personnel in grades GS-12 and GS-13, and in July for GS-14's. Rankings will be submitted to the Director of Training for appropriate action.

b. The review of Field Reassignment Questionnaires and career plans submitted by officers in grades GS-12 through GS-14, and the formulation of recommendations to the DTR for their utilization and development, to include training, rotation, and advancement to key positions.

c. The review of recommendations for Quality Step increases for personnel in grade GS-11 and above.



John Richardson  
Director of Training

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**Distribution:**

OTR - Key IC  
(School, Staff, Branch Chiefs  
and all Instructors)